

ADMINISTRATIVE - INTERNAL USE ONLY

7 April 1967

MEMORANDUM FOR:

SUBJECT: Orientation Program for Senior Officer School Candidates

1. By now you have been notified by the Training Selection Board of your selection to attend a Senior Officer School during the 1967-68 year. This memorandum is to advise you of a program organized for you and other officers who will represent the Agency at the Senior Schools. It is scheduled for three days, 27 through 29 June, and will be held in Room 803, 1000 N. Glebe Road, from 0900 - 1630 hours each day.

2. The program has been developed from suggestions made by previous participants at the Senior Schools. The primary objective is to provide you with information to help in discussions on CIA and its activities with both faculty members and other students at the School. Key Agency officials will discuss matters of current internal interest and the Agency's position in the intelligence community. The program also includes a review of briefing techniques as well as techniques useful in leading conferences or discussions, both significant activities at most of the Schools. In addition, several officers who have recently returned from the Schools describe the highlights of their experiences. One other element of information is a presentation on participation in cooperative graduate programs at the Schools.

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3. Administrative details concerning your stay at the School should be completed prior to the program. A full schedule during the three-day program leaves little spare time to accomplish this. You may call [redacted] extension 3137, to set up a time to discuss these matters.

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4. It is not necessary for you to register for the three-day OTR program. Unless you advise us to the contrary, we will expect you on Tuesday, 27 June. If you have any questions about the program, please call [redacted] extension 2896.

[redacted] STATINTL

[redacted]
Registrar
Office of Training

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